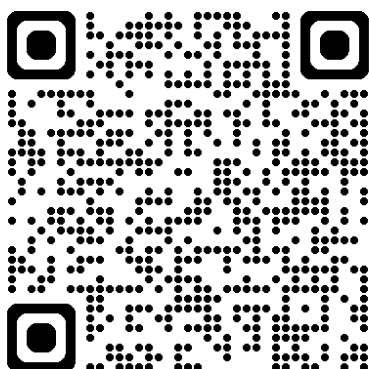


**Guidelines on How to Attend Annual General Meeting of Shareholders for the year 2025 via Electronic Means (E-meeting)
and How to Attend the Meeting by Proxy**

The Company will convene Annual General Meeting of Shareholders for the year 2025 on 29 April 2024, via electronic means only, at 10:00 a.m., which will be live broadcast from The Auditorium, 3rd Floor, Srisawad Building, 99/392 Soi Chaeng Wattana 10 Yaek 3 Chaeng Wattana Road, Thungsohong, Laksi, Bangkok 10210. The Company has appointed QUID LAB Co., Ltd. ("Quid Lab") as the provider of the electronic shareholder meeting control system ("E-AGM"), which has been certified by the Electronic Transactions Development Agency and supports all devices, including computers, laptops, tablets, and smartphones. The guidelines for attending the shareholder meeting through electronic media and the method are follows:

1. For shareholders who want to attend the e-meeting by themselves

- Please complete the Registration Form to Attend the Annual General Meeting of Shareholders (AGM) via Electronic Means (E-Meeting) attached to these guidelines. Please clearly provide your email address and mobile phone number used for the registration and attach the identification documents to confirm your attendance and submit the identify documents via <https://sawad.foqus.vc/registration/> or scan this QR Code to registration e-meeting system which will be available from April 8, 2025 onwards.



The details of documents for identify as follows:

- For individual shareholders
A copy of a valid identification document issued by a competent authority, such as your national identification card, civil servant card, driver's license, or passport, and supporting documents in the case of any name or surname change.
- For juristic person shareholders
Proxy Form A or Proxy Form B, duly completed and signed by authorized directors, and the supporting documents as indicated in the "Supporting Documents for Proxies" section.

After logging into the system, shareholders or proxies must prepare the following information (which should be in line with the shareholders information determined as at the Record Date from the Thailand Securities Depository Co., Ltd.) to fill in through the system:

- Identification Card Number / Passport Number / Registration Number for juristic person
- Securities holder registration number
- E-Mail address for receiving the Web Link, Username and Password for attending the E- Meeting

- Mobile Phone Number
- The proxy

- 1.2 When the Company has received the registration form and identification documents as prescribed in Clause 1.1, the Company will examine the documents to confirm the meeting attendance. Once the examination is completed, the Company will send the username and password, and the Weblink to attend the e-meeting. Please refrain from sharing your username and password with others. If your username and password are lost, or if you have not received them by 28 April 2025, please contact the Company immediately.
- 1.3 The Company will send details, including your username and password, along with the manual for using the e-meeting system to your email. Please study the manual for using the e-meeting system thoroughly.
- 1.4 On the date of the Annual General Meeting of Shareholders for the year 2025, the Company will allow shareholders and proxies to register their attendance in the e-meeting from 9:00 a.m. However, the live broadcast will begin at 10:00 a.m.
- 1.5 For casting the vote during the e-meeting, you may cast your vote in each agenda item by selecting "approve", "disapprove", or "abstain from voting". If you do not cast your vote in any agenda item, the system will automatically count your vote as "approve".
- 1.6 If you encounter any technical problems in using the e-meeting system before or during the meeting, please contact Quidlab Company Limited, the service provider of the Company's e-meeting system. The Company will provide contact information of Quidlab Company Limited in the email that the Company sends username and password to you and contact at info@quidlab.com or phone number +66 (0)2-013-4322 or +66 (0)80-008-7616 immediately.

2. For shareholders who want to attend the e-meeting by proxy

Shareholders who cannot attend the e-meeting by themselves may consider authorizing another person, or any of the following independent directors of the Company, as their proxy, to attend and vote on their behalf.

- **Mr. Weerachai Ngarmdeevilaisak**, Independent Director
Srisawad Corporation Public Company
6th Floor, Srisawad Building 99/392 Soi Chaeng Watthana 10 Yaek 3
Chaeng Wattana Road, Thungsonghong, Laksi, Bangkok 10210
- **Pol.Gen.Pharmu Kerdlarpphon**, Independent Director
Srisawad Corporation Public Company
6th Floor, Srisawad Building 99/392 Soi Chaeng Watthana 10 Yaek 3
Chaeng Wattana Road, Thungsonghong, Laksi, Bangkok 10210

These two independent directors have no special interest in any agenda item proposed for Annual General Meeting of Shareholders for the year 2025.

Please complete and sign the proxy. You may use Proxy Form B (Enclosure No. 6). If you would prefer Proxy Form A or Proxy Form C, please download it from the Company's website, www.sawad.co.th, and send the proxy and supporting documents to the Company by 25 April 2025 (by post) and 28 April 2025 (by email) to the following addresses:

by email to: IR@Srisawadpower.com; or

by post to: Company Secretary

Srisawad Corporation Public Company Limited

4th Floor, Srisawad Building, 99/392 Soi Chaeng Watthana 10 Yaek 3

Chaeng Wattana Road, Thungsonghong, Laksi, Bangkok 10210

Supporting documents for proxy

- For individual shareholders
 - 1) Either Proxy Form A or Proxy Form B, duly completed and signed by the proxy grantor and the proxy;
 - 2) Certified copy of the shareholder's identification document issued by a competent authority; **and**
 - 3) Certified copy of the proxy's identification document issued by a competent authority.
- For juristic person shareholders
 - 1) Either Proxy Form A or Proxy Form B duly completed and signed by the representative (director) of the juristic person, as the proxy grantor and the proxy;
 - 2) Copy of the juristic person's registration certificate certified by the representative (director) of the juristic person, and the certificate must contain a statement indicating that the representative signing the proxy is authorized to act on behalf of the juristic person, which is a shareholder;
 - 3) Certified copy of the identification document of the representative (director) of the juristic person, who is the proxy grantor, that is issued by a competent authority; **and**
 - 4) Certified copy of the proxy's identification document issued by a competent authority.
- For a foreign investor as a shareholder, and a custodian in Thailand is appointed as a depository
 - 1) Either Proxy Form A, Proxy Form B, or Proxy Form C duly completed and signed by the proxy grantor and the proxy;
 - 2) Copies of the same set of supporting documents as those to be prepared by a juristic person shareholder, and the following additional documents:
 - 2.1) The power of attorney from the shareholder authorizing the custodian to sign the proxy on his or her behalf;
 - 2.2) Certificate certifying that the person signing the proxy is licensed to engage in the custodian business;
and
 - 3) Certified copy of the proxy's identification document as issued by a competent authority.

3. Shareholders who have questions regarding the agenda items to be considered at the e-meeting and/or may send them via the following methods.

3.1 During the e-meeting, shareholders present may submit their questions or comments through the e-meeting system.

3.2 Shareholders may submit their questions in advance to the Company before the e-meeting date to the following addresses.

by email to: IR@Srisawadpower.com; or

by post to: Company Secretary
Srisawad Corporation Public Company Limited
4th Floor, Srisawad Building, 99/392 Soi Chaeng Watthana 10 Yaek 3
Chaeng Wattana Road, Thungsoyong, Laksi, Bangkok 10210

3.3 Shareholders who require a proxy form in document format can request by e-mailing to IR@srisawadpower.com



**Quidlab E-Meeting & Voting System
User's Manual
Document Registration System**

Table of Contents

Login & Documents Uploading	3
Technical Support	7
Report a bug or security vulnerability.....	7


Introduction

Quidlab E-meeting & Voting System does not require any special application to install. It is a very easy to use system and does not require any special skills. We value your privacy & time and make the document uploading system easy for you without asking for details which are not needed so you can quickly complete the process. You can use any latest updated version of browser e.g. Google Chrome, Microsoft Edge, Apple Safari, Firefox etc. You can also use a computer, laptop, tablet, or phone.

Please refer to E-meeting invitation for link or QR Code for document uploading which will be like <https://subdomain.quidlab.com/registration/>

Login & Documents Uploading

1. Scan QR Code provided or type URL in browser to upload documents. You will be taken to the document registration system portal as shown below.


ระบบนำส่งเอกสาร สำหรับการประชุมผ่านสื่ออิเล็กทรอนิกส์ E-Meeting
Document Registration System for E-Meeting
บริษัท ควิดแลบ จำกัด
Quidlab Co., Ltd.
การประชุมสามัญผู้ถือหุ้นประจำปี 2568
The 2024 Annual General Meeting of the Company's shareholders which will be held on Tuesday, 29th April 2025, at 16:00 hrs
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เลขทะเบียนผู้ถือหุ้นหลักทรัพย์
Shareholder's Registration No.
เลขประจำตัวประชาชน / ทะเบียนนิติบุคคลเลขที่ / หมายเลขพาสปอร์ต
ID Card Number / Legal entity registration number / Passport Number
Shareholder's registration No. ID Card Number
 Accept terms

หมายเหตุ : เอกสารลงทะเบียนที่ส่งมาต้องมีไฟล์ครบถ้วน กรณีนำด้วยตนเองหรือรับมอบอำนาจ สามารถดูรายละเอียด ตามที่ระบุไว้ในหนังสือเชิญประชุม
Note: Please refer to invitation letter for meeting to get a list of document to be uploaded in case of coming in person or proxy
หมายเหตุ : หากต้องการความช่วยเหลือในการส่งเอกสาร กรุณาติดต่อ บริษัท ควิดแลบ จำกัด เบอร์โทร 02-0134322 อีเมล : info@quidlab.com
Note: If you need assistance submitting document please contact Quidlab at Phone: 02-013-4322 Email : info@quidlab.com
[นโยบายความเป็นส่วนตัว](#) [นโยบายการคุ้มครองข้อมูลและเงื่อนไขการใช้งานของระบบ](#)
[Quidlab Privacy Policy, Data Protection Policy & Terms of use](#)
[นโยบายความปลอดภัยข้อมูลของ Quidlab](#)
[Quidlab Information Security Management Policy](#)
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- Fill in your shareholder's registration number and ID Card Number. This information shall be exactly same which are provided to the company's shareholder registrar. In case you don't know these, please get in touch with the company or registrar.
***If you do not know the exact information, please contact the company organizing the meeting or the securities registrar directly.**
- After filling out the details, please click the check mark in the Accept Terms box, then click on Submit.
- If the information is correct, you will be allowed to upload documents, and a screen as below will be presented.



ระบบนำเสนอเอกสาร สำหรับการประชุมผ่านสื่ออิเล็กทรอนิกส์ E-Meeting Document Registration System for E-Meeting

บริษัท ควิดแล็บ จำกัด
Quidlab Co., Ltd.

การประชุมสามัญผู้ถือหุ้นประจำปี 2568

The 2024 Annual General Meeting of the Company's shareholders which will be held on Tuesday, 29th April 2025, at 16:00 hrs

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อีเมล (Email address)

name@example.com

หมายเลขโทรศัพท์ (Phone Number)

Phone Number

เข้าร่วมประชุม (Attend meeting): มาด้วยตนเอง (Person) รับมอบฉันทะ (Proxy) มอบฉันทะให้กรรมการอิสระ (Director Proxy)

ผู้ถือหุ้นที่เป็นบุคคลธรรมดา

- สำเนาบัตรประจำตัวประชาชน หรือสำเนาเอกสารอื่นซึ่งออกโดยหน่วยงานราชการ ที่ยังไม่หมดอายุพร้อมลงนามรับรองสำเนาถูกต้อง

ผู้ถือหุ้นที่เป็นนิติบุคคล

- หนังสือมอบอำนาจหรือหนังสือมอบฉันทะที่ลงลายมือชื่อ
- หนังสือรับรองการจดทะเบียนเป็นนิติบุคคลของผู้มอบฉันทะซึ่งลงลายมือชื่อรับรองสำเนาถูกต้อง

อัปโหลดไฟล์ (Upload files): สามารถแนบได้เฉพาะ jpg, png, gif, pdf เท่านั้น
สามารถแนบได้สูงสุด 5 ไฟล์เท่านั้น (ขนาดไฟล์ไม่เกิน 5MB)

Choose files to upload

Browse files

Submit

หมายเหตุ : เอกสารลงทะเบียนที่ต้องทำการอัปโหลดไฟล์ กรณีมาด้วยตนเองหรือรับมอบฉันทะ สามารถดูรายละเอียด ตามที่ระบุไว้ในหนังสือเชิญประชุม
Note: Please refer to invitation letter for meeting to get a list of document to be uploaded in case of coming in person or proxy

หมายเหตุ : หากต้องการความช่วยเหลือในการส่งเอกสาร กรุณาติดต่อ บริษัท ควิดแล็บ จำกัด เบอร์โทร 02-0134322 อีเมล : info@quidlab.com
Note: If you need assistance submitting document please contact Quidlab at Phone: 02-013-4322 Email: info@quidlab.com

[นโยบายความเป็นส่วนตัว นโยบายการคุ้มครองข้อมูลและเงื่อนไขการใช้งานของระบบ
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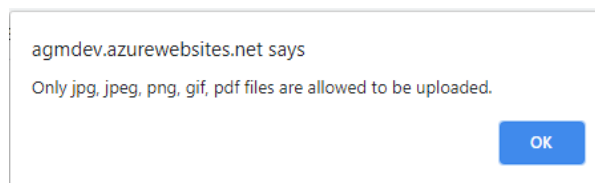
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Logout

5. Fill the following details (all the below information is needed for successful registration):
 - a. Email address where you want to receive username & password for joining E-meeting.
 - b. Telephone number in case the company wants to get in touch with you.
 - c. Upload documents as specified by the company as indicated in the invitation letter.
** Please note the required documents may differ from company to company and different documents may be required for joining in Person or Proxy or Director Proxy.*
 - d. The system allows you to upload a maximum of 5 documents each time with each document not more than 5MB. Only jpg, png, gif & pdf files are allowed.
 - e. In case you choose a proxy, you must also enter proxy name, ID number of the proxy and type of proxy e.g. A, B or C.
6. Once you have added details you can submit documents by clicking on the Submit button, you will get an alert for successful submission as shown below:



Or with the error Message indicating reason in case, you get an error message which is not self-explanatory then get in touch with us.



7. After successful submission, the following screen will be presented. In case you need to add more documents, you can submit more at this time.



ระบบนำส่งเอกสาร สำหรับการประชุมผ่านสื่ออิเล็กทรอนิกส์ E-Meeting Document Registration System for E-Meeting

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ส่งเอกสารเรียบร้อยแล้ว Data Registered.

ขณะนี้เอกสารของคุณอยู่ระหว่างการพิจารณา
Your documents are under consideration. Please check again later.

คุณสามารถส่งเอกสารเพิ่มเติมได้หากต้องการ
You have already submitted documents, you can add more documents if you wish.

อัปโหลดไฟล์ (Upload files): สามารถแนบได้เฉพาะ jpg, png, gif, pdf เท่านั้น
สามารถแนบได้สูงสุด 5 ไฟล์เท่านั้น (ขนาดไฟล์ไม่เกิน 5MB)

Choose files to upload

Browse files

Submit Documents

หมายเหตุ : เอกสารลงทะเบียนที่ต้องทำการอัปโหลดไฟล์ กรณีมาด้วยตนเองหรือรับมอบอำนาจ สามารถดูรายละเอียด ตามที่ระบุไว้ในหนังสือเชิญประชุม
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Logout

8. Once finished, click on the Logout button to exit. You will also receive an email confirming the successful submission.
9. In case your documents are approved you will receive a separate email with username and password.
***Please only contact us or the company in case you do not receive username & password 24 hours before meeting time or as indicated in the invitation letter.**
10. In case the documents are not approved, you will receive an email with the reason from the company. You can login again to the document registration portal and upload the additional documents to rectify the cause.

Technical Support

If you face any technical difficulties in accessing the E-AGM system you can get in touch with Quidlab via telephone on +66-2-013-4322 or +66-800-087-616 or via email at info@quidlab.com, before contacting technical support.

When contacting technical support please provide full details of the problems faced, any error message.

received, type of device used, browser name and version etc.

Report a bug or security vulnerability

If you encounter problems send us an email to info@quidlab.com with the details of vulnerabilities or bug report